



County of Fairfax, Virginia

ADDENDUM

DATE: July 9, 2015

ADDENDUM NO. 1

TO: ALL PROSPECTIVE OFFERORS
REFERENCE: RFP2000001630
FOR: Lifeguard Training
CLOSING DATE/TIME: July 23, 2015 at 1:00 p.m.

Listed below are the answers to questions submitted:

- Q1. To ensure the opportunity to be considered for this proposal isn't jeopardized by a member of our organization, could you please provide the names of those who make up the Selection Advisory Committee?
- A1. The SAC information is not available until the contract is fully awarded. Once the contract is awarded, all documents are public information.
- Q2. Is Fairfax County amenable to changes in verbiage, as it relates to insurance, so that it provides neutral indemnification?
- A2. Risk Management has reviewed this RFP. The insurance language will not be changed.
- Q3. Based on the amount spent for each year, could you please provide the total number of instructor's trained, lifeguard training, and the total number of audit?
- A3. We currently have 423 active lifeguard licenses and 54 active instructors. Audits are broken down so that each facility gets three during the summer months and two more throughout the year. Since the outdoor facilities are only open during the summer they get three.
- Q4. The RFP states that a total of 5 audits are to be conducted at each facility. Does this include the two seasonal facilities?
- A4. See answer to Q3.
- Q5. How many of the current staff is currently certified as Red Cross Lifeguards?
- A5. We do not require our staff to be Red Cross certified, this information is not available.
- Q6. How many of the current staff is currently certified as Red Cross Lifeguard Instructors?
- A6. We do not require our staff to be Red Cross certified, this information is not available.

Department of Purchasing & Supply Management

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- Q7. How many of the current staff is currently certified as Red Cross Lifeguard Instructor Trainers?
A7. We do not require our staff to be Red Cross certified, this information is not available.
- Q8. Are the individual audits for all 11 facilities typically conducted over a two day period of time, five times per year ; e.g. for a total of 10 days? Or are there 55 separate audits conducted randomly and wholly apart from each other?
A8. Typically an auditor will come into town and do all of the facilities within a fairly small window. Maybe a week or so, they will do this five times a year.
- Q9. Financial Statements: (6.4.e.) We are not a publicly traded company and do not release financials. Exactly what financial information is required, in what format, and for what purpose?
A9. Financial Statements can be in a word and or excel format. Offeror shall provide an income statement and a balance sheet from the most recent reporting period. County requires documentation to make the award and verify the offeror is financially able to do the requirements within the RFP.
- Q10. Are any of the 40 Lifeguard Instructors on staff Lifeguard Instructor Trainers? If so, how many?
A10. We do not have any instructor trainers on staff.
- Q11. After the RFP closes, how soon would offerors receive the County's notification on the contract award?
A11. The evaluation may take up to 120 days to complete. Award notification will be sent via e-mail through the Commonwealth of Virginia's procurement system (eVa).
- Q12. Are there any differences in the evaluation process for small or women owned business?
A12. No.

All other terms and conditions remain unchanged.



Cindy Joy, CPPB
Contract Specialist II

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT REQUEST FOR PROPOSAL:

Name of Firm

(Signature)

(Date)

A SIGNED COPY OF THIS ADDENDUM MUST BE INCLUDED IN THE TECHNICAL PROPOSAL OR RETURNED PRIOR TO THE DUE DATE/TIME.

Note: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL PROPOSAL DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED.